

# LAND AND BUILDING RECORD CARD

(ITEM)	(ITEM No.)	(AGENCY)
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**LOCATION** \_\_\_\_\_

\_\_\_\_\_

**USE** \_\_\_\_\_

**TYPE OF HEAT** \_\_\_\_\_

**FIRE RESISTANCE:**    **THROUGHOUT** ( )    **PARTIALLY** ( )    **NONE** ( )

**MANNER OF ACQUISITION:**

**PURCHASED FROM** \_\_\_\_\_

**DATE** \_\_\_\_\_ **COST \$** \_\_\_\_\_

**SOURCE OF FUNDS USED** \_\_\_\_\_

**CONSTRUCTED BY** \_\_\_\_\_

  

ACQUISITION AND IMPROVEMENT RECORD						
DATE ACQUIRED OR PUT IN SERVICE	NATURE OF BUILDING UNIT	DESCRIPTION AND CONSTRUCTION COST CODE (FROM REVERSE)	VALUE		TOTAL	
			BASIS (COST OR APPRAISAL)	AMOUNT		

  

DISPOSITION	
DATE	NATURE
	<b>SOLD</b> _____ <b>PROCEEDS \$</b> _____ <b>DISPOSITION AUTHORIZED BY</b> _____ <b>ON</b> _____ <b>INSURANCE</b> <b>DESTROYED BY FIRE ( ) : FLOOD ( ) : STOLEN ( ) :</b> _____ <b>( ) RECOVERY \$</b> _____ <div style="text-align: left; margin-left: 100px;">(OTHER - SPECIFY)</div>
	<b>RAZED ( )</b> _____ <b>( )</b> _____ <div style="text-align: left; margin-left: 100px;">(OTHER - SPECIFY)</div>
	<b>REMOVAL FROM INVENTORY AUTHORIZED BY</b> _____ <b>ON</b> _____

[illegible]